



STATE OF WASHINGTON

DEPARTMENT OF SOCIAL AND HEALTH SERVICES

P.O. Box 45201, Olympia, Washington 98504-5201

ITEIP CLARIFICATION MEMO

07-001

TO: Early Intervention Services Contractors and Providers
School Districts
Family Resources Coordinators
State Interagency Coordinating Council
SICC Committees

cc: Children's Administration and Field Offices
DDD Administration and Region Offices
Other Interested Parties

FROM: Sandy L. Morris, Program Director
Infant Toddler Early Intervention Program (ITEIP)

SUBJECT: REFERRAL PROCESS TO FAMILY RESOURCES COORDINATORS (FRCs)
FROM CHILD, HEALTH, EDUCATION AND TRACKING (CHET) SCREENERS

PURPOSE: To provide guidance and policy clarification on the Infant Toddler Early Intervention Program (ITEIP) and DSHS Children's Administration (CA) process for referring children in foster care into Part C early intervention services.

BACKGROUND: The Child Abuse Prevention and Treatment Act (CAPTA), (P.L. 108-36) and the Individuals with Disabilities Education Act (IDEA), (P.L. 108-466) requires States to have provisions and procedures in place for referral of children under the age of three who are involved in substantiated cases of child abuse or neglect to early intervention services funded by IDEA, Part C. This memo provides information to assure compliance with the federal and state CAPTA, IDEA, Part C and ITEIP rules, regulations, and policies/procedures.

WHAT'S NEW, CHANGED, OR CLARIFIED: The intent of the CAPTA legislation is to ensure children are screened to determine whether a referral to early intervention services is warranted. CAPTA **does not** specifically require that every child under age three who is involved in a substantiated case of child abuse and neglect be referred to Part C services. States have discretion as to whether to refer



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Washington State
Department of Social
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ADSA Aging & Disability
Services Administration

every child under the age of three for early intervention services. Washington State does not require the referral of every child under three to ITEIP, Part C. In Washington, the screening process by staff from Children's Administration, for children within child protective services responsibility, was mandated by the Washington State Legislature and implemented statewide in 2001.

The most recent CAPTA and IDEA, Part C reauthorization language has been strengthened to highlight the emphasis on referring children in foster care. CA and ITEIP continue to work together to improve and strengthen coordination of referrals for infants and toddlers who may have a developmental delay and/or disability.

ITEIP and Children's Administration have agreed to implement the following process for referring children, birth to three, in foster care, to the local Infant Toddler Early Intervention Program, Part C, Lead Family Resources Coordinator by assuring:

- Children's Administration workers will know they are primary referral sources to ITEIP, Part C, and how to refer.
- All children expected to be in the foster care system (out of home placement) longer than thirty (30) days are to be screened through the Child Health Education Tracking (CHET) process by local CHET screeners.
- If a developmental concern is identified through this process, Children's Administration staff are to refer the child/foster family to the local Lead Family Resources Coordinator (FRC), within two working days of identification of concern. Screening information is shared with the FRC to assist in determining next steps needed in evaluation.
- The FRC will assist the foster family and child to access an evaluation/ assessment to determine if the child is eligible for Part C. If eligible, the FRC will work together in partnership with the foster family, and the biological family as appropriate, Children's Administration staff, early intervention providers and others to complete additional assessments, and develop and implement the Individualized Family Service Plan (IFSP).
- CHET staff will call the Family Health Hotline at 1-800 322-2588, for the name and number of the local Lead FRC or refer to the ITEIP website at <http://www1.dshs.wa.gov/ITEIP> as needed for local contacts..

ACTION:

ITEIP Local Lead Agencies and Family Resources Coordinators:

Please work within your local service area to ensure Children's Administration CHET staff know local ITEIP/Lead FRC contact information and the process for referring children into ITEIP. The local referral process to ITEIP, Part C needs to be clear and understood by all involved to assure referrals occur quickly, once the CHET screening

process has been completed for children in care. Close coordination and collaboration is critical to implement the CAPTA and IDEA requirements for the best interest of all children.

**RELATED
REFERENCES:**

Child Abuse and Prevention Treatment Act (P.L. 108-38)
Individuals with Disabilities Education Act, Part C (P.L. 108-466).
Section 631 (a) (5),

ATTACHMENTS:

CHET Screeners contact list by DSHS Region

CONTACT(S):

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www1.dshs.wa.gov/ITEIP